August 14, 2023

Budget Hearing

A Budget Hearing for the Shoshone City and Rural Fire Protection District was called to order at 6:08 P.M. on August 14, 2023, at Station 1, 110 West A Street, Shoshone, Idaho.

A motion was made by Commissioner Kelley to approve the 2024 Budget. The motion was seconded by Commissioner Race. All in favor, motion carried.

Regular Meeting

The following members of the SCRFPD Board were present: Commissioner Owens, Commissioner Kelley, and Commissioner Race.

Others present: Angela Hubert, Kendall Rast, and Karla Davis

Citizens Correspondence, Issues, and Reports (speakers shall be limited to 3 minutes of discussion)-Action Item

Minutes – The July 2023 Minutes were presented to the board for review. The special meeting minutes from July 17th, July 24th, July 28th and July 31st were also presented to the board for review.

Action Item – A motion was made by Commissioner Kelley to approve the July 2023 Regular Minutes. The motion was seconded by Commissioner Race. All in favor, motion carried. A motion was made by Commissioner Kelley to approve the July 17, 2023 Special Meeting Minutes. The motion was seconded by Commissioner Race. All in favor, motion carried. A motion was made by Commissioner Kelley to approve the July 24, 2023 Special Meeting Minutes. The motion was seconded by Commissioner Race. All in favor, motion carried. A motion was made by Commissioner Kelley to approve the July 28, 2023 Special Meeting Minutes. The motion was seconded by Commissioner Race. All in favor, motion carried. A motion was made by Commissioner Kelley to approve the July 31, 2023 Special Meeting Minutes. The motion was seconded by Commissioner Race. All in favor, motion carried.

Claims/Payroll – The claims and payroll were presented to the board for review. The board members were in agreement to hold the Valley Office check until they received more details about the services provided under the contract. Angela will contact Valley Office and find out what services are offered. The board members were also in agreement to hold the Wells Fargo Credit Card Check until itemized receipts and explanations for each purchase are provided.

Action Item –A motion was made by Commissioner Race to accept the claims and payroll, except for the Valley Office and Wells Fargo Credit Card bills. The motion was seconded by Commissioner Kelley. All in favor, motion carried.

Commission Media Relations Update – Kendall asked if there is any interest in starting a Facebook Page for the department. Commissioner Kelley stated that she is in favor of the page if the administration over the page is strict on what is posted. The board members were all in agreement that we need to be careful about the pictures that are shared on social media. Pictures of events or drills are acceptable, but pictures of accidents would not be appropriate. The board was in agreement that further discussion is necessary.

Action Item

Health Insurance Update – After a determination is made on a new employee, we can reach out to Balanced Rock and get more information. The department is planning on covering 30 percent of the premium for employees. The department is hoping to be in a position to fund more of the premiums in the future.

Action Item –

Fire District Lines – The department has not heard any updates. Commissioner Owens stated that he will reach out to the County Commissioners and find out what the next steps are.

Action Item -

2023 Audit Engagement – Commissioner Race contacted a couple businesses that provide audits to check prices and availability. She contacted Scott Hunsaker with Mahlke Hunsaker and Company. Susan believes she can work us in in the fall. She estimated the price would be $8,000 to $10,000. Commissioner Race also contacted Van England and Edgar. Greg Edgar did not believe that they could accommodate us this year. The estimate for Eide Bailly this year was about $13,300. After discussion, the board agreed to move forward with Mahlke Hunsaker and Company.

Action Item – A motion was made by Commissioner Kelley to engage in a new contract with Mahlke Hunsaker and Company. The motion was seconded by Commissioner Race. All in favor, motion carried.

A motion was made by Commissioner Kelley to enter executive session at 6:32 P.M. for personnel selection and evaluation - Idaho Code 74-206(1)(a) and (b). The board members exited executive session at 7:08 P.M.

Selection of Full-Time Firefighter Position – The board members have decided to hire Kendall Rast for the full-time position. The title for the position has been changed to Full-Time Captain.

Action Item –

Operational Updates – There were 23 calls during the month of July. The fourth of July celebration and fireworks went well with no incident. Karla and Juan put on a fire extinguisher training at the South-Central Public Health Event on July 21st. The department also participated in Laura Newell's Funeral. The new gas meter has been installed on truck 701.

Action Item –

Other Business- Payson Reese passed away. Commissioner Kelley asked if Angela would buy sympathy cards for his mother.

Action Item

Executive Session as needed per Idaho Code 74-206

- Personnel selection and evaluation - Idaho Code 74-206(1)(a) and (b)
- Acquire interest in real property - Idaho Code 74-206(1)(c)
- Consider records exempt from disclosure - Idaho Code 74-206(1)(d)
- Discuss litigation – with your attorney - Idaho Code 74-206(1)(f)
- Consider claims or potential claims – with your risk manager or insurer - Idaho Code 74-206(1)(i)

Fund Balance:

		(current categories)	(expanded categories)
		2024 Budget	***2024 Budget***
	Revenue:		
	Property Tax		$211,103
	Ag Tax & Personal Property Replacement		$15,836
	Sales Tax		$19,105
	Contributions		
	Reserves/Fund Balance		$25,476
	Total		**$271,520**

	Expenditures:	***2024 Budget***	***2024 Budget***
Ops	Payroll:	$161,136	
	Commissioners		$1,200
	Fire Chief		$54,384
	Full time firefighter		$48,000
	Firefighters/Secretary		$25,540
	PERSI		$13,710
	FICA/Medicare		$9,878
	Health Ins		$3,125
	Wk Comp		$5,048
	SUTA		$250
	Other		$ -
Ops	Building maintenance	$571	$571
	Utilities:	$18,660	
	Natural gas		$7,000
	Power		$4,600
	Cell/Internet		$3,400
	Water, sewer, sanitation		$1,560
	Propane		$2,100
Capital	Equipment:	$34,036	
	Lease payment		$25,476
	Repairs and maintenance		$3,500
	Supplies		$5,060
Ops	Office expense	$5,000	$5,000
Ops	Employees:	$2,000	
	Training		$1,000
	Travel		$1,000
	Uniforms		$ -
Ops	Professional:	$16,000	
	Accounting		$7,200
	Audit		$8,300
	Legal		$500
Ops	Vehicle:	$22,500	
	Fuel		$8,000

	Maintenance		$12,000
	Supplies		$2,500
	Misc/contingency	$3,618	$3,618
	Administrative Disbursements		
	Debt - Principal and interest		
	Property Taxes	$500	$500
	Insurance		
Ops	Liability Insurance	$7,500	$7,500
	Total		**$271,520**